

# MIOSHA Recordkeeping for Construction

## 1 Who Should Attend . . .

This workshop is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about liability and worker's compensation costs
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work
- ▶ Business owners who want to learn about compliance with MIOSHA

## 2 Why you need this Workshop . . .

- ▶ To reduce disabling injuries and illnesses to employees - and to ensure that every worker goes home safe and healthy every day.
- ▶ To reduce the high direct costs of work-related injuries, which grew to \$42.5 billion nationally in 2000, and indirect costs, which were estimated at an additional \$127 - \$212 billion in 2002. (*2003 Liberty Mutual Safety Index.*)
- ▶ To enhance your company's bottom line. A strong safety and health commitment not only protects workers, it also reduces worker's compensation costs, improves employee morale, and increases production and quality.

## 3 What You'll Learn . . .

This MIOSHA program is designed to help employers ensure that their organization complies with MIOSHA recordkeeping requirements as contained in MIOSHA Administrative Rules Part 11, Recording and Reporting of Occupational Injuries and Illnesses. In addition to learning and understanding the "recordability" of work related injuries and illnesses, attendees will actively participate in a group exercise to complete the OSHA 300 log, 301 and 300A forms. Using this data, participants calculate injury and illness rates and learn how to compare these rates to other companies with in their Standard Industrial Classification (SIC) or the new North American Industrial Classification System (NAICS).

### Agenda

*We offer a flexible  
program agenda  
to emphasize the  
topics you  
want most.*

- ▶ Understanding the Recordkeeping Standard
- ▶ Review Forms 300, 301 and 301A
- ▶ Determining Work Relatedness

# Facilitator

Debra Stewart Johnson was appointed to the MIOSHA Bureau in 1987. She has worked in both the General Industry and Construction Safety Divisions as a compliance officer before her appointment to the CET division in 2001 as a construction safety consultant. Prior to State employment, Deb worked for the Sheet Metal International Union Local 360 and was the first female to complete the union's apprenticeship program and work as a journeyman. Deb has also worked as a licensed residential builder.

She is an authorized OSHA Construction 10 hour and 30 hour trainer and her college education background includes studies in chemistry, biology, mathematics and engineering. Deb has a wide range of work experience in the bureau from paper mills to agriculture, oil wells to communication towers as well as construction sites.



**Debra Johnson**  
*Construction Safety Consultant,  
MIOSHA, CET Division*

## Program Details

DATE: January 26, 2005

LOCATION: Tassell M-TEC  
622 Godfrey SW  
Grand Rapids, MI

COST: \$30 per person, includes course materials.

TIME: Check-in - 1:00 p.m.  
Program - 1:30 p.m. to 4:00 p.m.

DEADLINE: Register by January 26, 2005  
Enrollment is limited to 25 participants, so please register early!

CONTACT: Elleena Chrzan - 616.234.3382

**COSPONSOR: Grand Rapids Community College**

## How to Register

MIOSHA Recordkeeping for Construction

Complete information at right to register by . . .

► **Phone:** 616.234.3382

► **Fax:** 616.234.3605

► **Mail:** Grand Rapids  
Community College  
143 Bostwick Ave.  
Grand Rapids, MI 49503  
Atten: Elleena Chrzan

Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Number Attending: \_\_\_\_\_ @ \$30 each = \$ \_\_\_\_\_

If this valuable seminar doesn't fit with your schedule or position, please pass this flyer on to a colleague.

All meetings are accessible and barrier free. Please contact the cosponsor or the CET Division, at least two weeks in advance, to request necessary accommodations.